

# Sexual Harassment Procedures at Fermilab (for **Users**)

Georgia Karagiorgi  
UEC Meeting, Feb. 3, 2017

**Subject: Sexual harassment procedures at Fermilab for Users**

**Date:** January 10, 2017 at 9:01:45 PM EST

**To:** Users Office <[usersoffice@fnal.gov](mailto:usersoffice@fnal.gov)>

Dear Users Office,

I am emailing you in my capacity as a member of the Fermilab UEC, and because I have received an email regarding sexual harassment problems experienced by a Fermilab user from a Fermilab employee. The user, who is a female PhD student resident at Fermilab, would like to know what are the options for recourse in this case where a Fermilab user (and not a Fermilab employee) is the subject of the harassment.

Thank you in advance for your prompt response.

Georgia Karagiorgi

What information is available (i.e., What information I was able to find relatively quickly)



Focused on awareness and prevention.

<http://esh-docdb.fnal.gov/cgi-bin/RetrieveFile?docid=3213&filename=Sexual%20Harassment%20Awareness%20Prevention%20for%20Fermilab%20Users%20Visitors%20Contract%20Employees.pdf&version=3>

What information is available (i.e., What information I was able to find relatively quickly)



Focused on awareness and prevention.

On what to do in case where one experiences s. h.:

## **Sexual Harassment Awareness & Prevention for Fermilab Users, Visitors, and Contract Employees**

### **How to report an incident of sexual harassment**

If you are a User or a Visitor, contact the Fermilab Manager of the Global Services Department.

If you are a Contractor, contact the external contracting organization that hired you.

<http://esh-docdb.fnal.gov/cgi-bin/RetrieveFile?docid=3213&filename=Sexual%20Harassment%20Awareness%20Prevention%20for%20Fermilab%20Users%20Visitors%20Contract%20Employees.pdf&version=3>

<http://get-connected.fnal.gov>  
 Griselda Lopez <griselda@fnal.gov>

## Global Services

### Global Services

[Useful information](#)

[Global Services Newsletter](#)

[Immigration Alerts](#)

### Users

[On-site access and computing accounts \(remote access\)](#)

[Services and Committees for Users](#)

[Local resources](#)

[Frequently asked questions](#)

### Visas

[Glossary](#)

[Visa Office portal](#)

[Entering the U.S./Accessing Fermilab](#)

The Global Services Group comprises the Users Office and the Visa Office.

### Who and where we are

- [Griselda Lopez](#), Global Services manager, Wilson Hall 15th Fl, East
  - [Jessica Jensen](#), Administrative Services Assistant
- **Users Office** in Wilson Hall mezzanine
  - [Linda Granbur](#), Global Services associate
  - [Kimberly Pearce](#), Global Services associate
- **Visa Office** in Wilson Hall 15th Floor, west
  - [Kappatolia Sherman](#), Global Services administrator
  - [Valery Stanley](#), Global Services senior administrator

You may also contact us via our general [Users Office](#) and [Visa Office](#) email mailboxes.

### Vision

A positive employee and user experience.

### Mission

Providing support and outreach to employees and user community. Enhancing services and building a strong multicultural exchange program.

I followed up with **Griselda Lopez, Global Services Manager**:

“Fermilab does not tolerate or condone sexual harassment behavior.”

“People should not feel afraid of saying anything, speaking up, or of any repercussions when speaking with [Griselda], Tim, or an HR partner.”

### **Procedure, as I now understand it:**

1. User is urged to speak with an **HR Partner**.

Each department has an HR partner, who is the “first line of defense” between Users and HR. HR partners have a lot of experience dealing with many types of issues, including sexual harassment; they are familiar with these types of situations and confidential, and well qualified.

2. The HR partner will ask the User for details, and then inform the User of their options on how to proceed. Options vary on a case by case basis and they depend on the severity of the situation. The User will not know of their options until they speak with an HR partner.

3. If the User is uncomfortable talking directly with the HR partner, the User can go to Tim Meyers directly, or the Global Services Manager can work with User to identify someone with whom they’d be comfortable speaking instead, who could facilitate the communication with the HR partner.

## Feedback that I got through this process:

1. "Collecting information on resources available to users related to harassment and making it easy to find on the Fermilab website would already be a positive outcome of this"
2. Following my email to the UEC, Stephany and Tim Meyer followed up offering support and requesting the User to follow-up with them or an HR partner. Although well-intended, the feedback I got from the User was that: "Starting from the level of the COO sounds awfully high in the chain".

As one might imagine, the victim (in this case a student) is often wary of opening up something that could potentially turn into a long and stressful process, in particular if bureaucracy effectively takes precedence over genuinely supporting victims of harassment.

3. "The most important thing from the UEC side is to have easy-to-find and clear options/procedures for cases of sexual harassment of users by 1) a Fermilab employee and 2) another user with whom they interact at Fermilab."
4. "In order to make victims feel safe in coming forward, the information should include details of how confidentiality is handled and how mandatory reporting requirements may apply."
5. "In [my] experience, one of the main reasons that many incidents don't get reported at institutions is because the victim is afraid of bureaucracy and formal procedures being placed above genuine concern for and sensitivity to the victim's situation."



# What can we do better?

- Users Office and Global Services websites seem to provide no links or information on procedures for reporting sexual harassment incidents
  - At minimum: Include explicit link with information
  - Make it (general?) confidential info request or incident reporting link?
  - Confidentiality is important: who follows up on requests for information, incident reporting, how?
- No equivalent of “anti-harassment policy document” for Users:  
<https://web.fnal.gov/organization/wdrs/hr/antiharassment.pdf> No HR Partner equivalent for Users. Users are directed to employee HR Partners.
  - Do we need a Partner specifically for users? (User vs. Employee)